**National Intervener Certification E-Portfolio (NICE)**

**Mentor Checklist**

The NICE Mentor checklist assists the mentor as a guide to ascertain that the NICE intervener participant adheres to the requirements of the NICE E-portfolio from the start of the process through submission. The checklist also supports that portfolios are complete when submitted.

“About Me” section:

* Primary Language
* Resume
* Professional Skills
* License/certificates
* Letters of Reference
* Mentor Agreements
* Where training occurred
* Picture of student (if more than one)

Artifacts:

* Media releases for all included in portfolio
* Artifacts complete (green checkmark)
* Video links are working
* Ensure all artifacts have names

**This document was prepared by the PAR2A Center as a handout for** [**The Role of a Mentor [Webinar]**](https://nationaldb.org/events/detail/webinars/0/1649)**, November 13, 2019, presented by Ritu V. Chopra, William Hepworth, & Leanne Cook.**